



DEPARTMENT OF THE ARMY
U.S. ARMY ABERDEEN PROVING GROUND
ABERDEEN PROVING GROUND, MARYLAND 21005-5001

REPLY TO
ATTENTION OF

4 NOV 2004

AMSSB-DIC

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Green Procurement Policy

1. This memorandum supercedes USAAPG memorandum, AMSSB-DIC, 10 Dec 02, subject: Aberdeen Proving Ground (APG) Environmentally Preferable Product and Affirmative Procurement Policy.

2. Applicability and References: This policy fulfills the requirements of the Department of Defense (DoD) Green Procurement Program Memorandum, 2004; Aberdeen Proving Ground (APG) Pollution Prevention Policy, 2004; Hazardous Materials Management Policy, 2004; Green Building Policy, 2004; APG Pollution Prevention Plan, 2004; Executive Order 13148, Greening the Government Through Leadership in Environmental Management, 2000; Federal Acquisition Regulation, Parts 7, 23, 36, and 52, 2000; Executive Order 13123, Greening the Government Through Efficient Energy Management, 1999; Executive Order 13101, Greening the Government Through Federal Acquisition, Recycling, and Waste Prevention, 1998; DoD Policy Memorandum on Procurement, 1995; Office of Federal Procurement Policy Letter 92-4, 1992; and Resource Conservation and Recovery Act, Section 6002, 1976.

3. The federal government is the United States' largest consumer of goods and services. As a buyer in the government purchasing system, APG shall prevent pollution through procurement.

4. Environmentally preferable products or services cause less harm to human health and the environment than competing products or services that serve the same purposes.

5. Affirmative procurement is the purchase of products manufactured with recycled and post-consumer recycled material.

6. Green procurement is the purchase of environmentally preferable products and services in accordance with one or more of the established Federal "green" procurement preference programs (e.g. affirmative procurement/Recovered Materials Advisory Notice requirements) (Encl 1).

7. This policy applies to all purchases.

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8. Environmental factors shall be taken into account as early as possible in the acquisition planning process. Life-cycle assessment shall be used when determining the price of each product and service.
9. Responsibility for green procurement is shared among the program, acquisition, and procurement personnel.
10. All APG military, civilian, and contractor personnel shall seek to reduce the environmental damages associated with all purchases by increasing the acquisition of environmentally preferable products and services to the extent feasible, consistent with price, performance, availability, and time considerations.
11. All APG personnel shall purchase environmentally preferable products and services unless written justification is provided to the Directorate of Safety, Health and Environment (DSHE) or the activity environmental coordinator (Encl 2). For specific instructions see the procedures for justifying exemptions from the green procurement policy (Encl 3).
12. If required sources do not supply a product that meets the environmentally preferred product specifications, that product shall be looked for elsewhere.
13. All employees are encouraged to attend Green Procurement training classes. Such training is offered by a variety of sources, including DSHE. For information, contact the Pollution Prevention Program manager, 410-306-2275.
14. The point of contact for this matter is Mr. Robert Solyan, Pollution Prevention Program Manager, email bob.solyan@apg.army.mil or phone 410-306-2275.

FOR THE COMMANDER:

3 Encls


JOHN T. WRIGHT
Colonel, OD
Deputy Installation Commander

DISTRIBUTION:
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Recovered Materials Advisory Notice (RMAN)

Source: Federal Register, 1 May 1995 (60 FR 21386-21394), 13 November 1997 (62 FR 60976-60982),
19 January 2000 (65 FR 3082-3094), 30 April 2004 (69 FR 24039-240500)

PRODUCTS FOR WHICH EPA* HAS ESTABLISHED MINIMUM RECOVERED CONTENT LEVELS		
Designated Items	Minimum Postconsumer Materials Content (%)	Minimum Total Recovered Materials Content (%)
PAPER AND PAPER PRODUCTS		
Brown papers (e.g., bags)	5	---
Corrugated boxes	35	---
Doilies	40	---
Facial tissue	5	---
Fiber boxes	35	---
High-grade bleached printing and writing paper (includes envelopes, office paper, copier paper, and others)	50 minimum percentage of waste paper as defined in 40 CFR 247	---
Newsprint	40	---
Paper napkins	30	---
Paper towels	40	---
Toilet tissue	20	---
VEHICULAR PRODUCTS		
Lubricating oil	>25	---
Rebuilt vehicular parts	60-95	---
Tires	retread tires	---
TRANSPORTATION PRODUCTS		
Channelizers (plastic)	25-95	---
Channelizers (rubber, base only)	100	---
Delineators (plastic)	25-90	---
Delineators (rubber, base only)	100	---
Delineators (steel, base only)		
Basic Oxygen Furnace (BOF)	16	25-30
Electric Arc Furnace (EAF)	67	100
Flexible delineators (plastic)	25-85	---
Parking stops (concrete)		
coal fly ash	---	20-40
ground granulated blast furnace (GGBF)* slag	---	25-75
Parking stops (concrete containing)		
Parking stops (plastic or rubber)	100	---
Traffic barricades (fiberglass)	---	100
Traffic barricades (steel)		
Basic Oxygen Furnace (BOF)	16	25-30
Electric Arc Furnace (EAF)	67	100
Traffic barricades, (HDPE*, LDPE*, PET*)	80-100	100
Traffic cones (PVC*, LDPE*, crumb rubber)	---	50-100
PARK AND RECREATION PRODUCTS		
Fencing (plastic)	60-100	90-100
Park benches and picnic tables (concrete)	---	15-40

PRODUCTS FOR WHICH EPA* HAS ESTABLISHED MINIMUM RECOVERED CONTENT LEVELS		
Designated Items	Minimum Postconsumer Materials Content (%)	Minimum Total Recovered Materials Content (%)
Park benches and picnic tables (aluminum)	25	---
Park benches and picnic tables (plastic composites)	50-100	100
Park benches and picnic tables (plastic)	90-100	100
Park benches and picnic tables (steel)		
Basic Oxygen Furnace (BOF)	16	25-30
Electric Arc Furnace (EAF)	67	100
Playground equipment (aluminum)	25	---
Playground equipment (plastics composites)	50-75	95-100
Playground equipment (plastics)	90-100	100
Playground equipment (steel)		
Basic Oxygen Furnace (BOF)	16	25-30
Electric Arc Furnace (EAF)	67	100
Playground surfaces (rubber or plastic)	90-100	---
Running tracks (rubber or plastic)	90-100	---
CONSTRUCTION PRODUCTS		
Carpet cushion (bonded polyurethane)	15-50	15-50
Carpet cushion (jute)	40	---
Carpet cushion (rubber)	60-90	60-90
Carpet cushion (synthetic fibers)	---	100
Carpet face fiber (polyester- PET* resin) (for moderate wear applications)	25-100	---
Cement and concrete (cenospheres)	---	>10
Cement and concrete (coal fly ash)	---	0-40
Cement and concrete (ground granulated blast furnace slag)	---	25-50
Cement and concrete (silica fume)	---	5-10
Consolidated latex paint	100	---
Floor tiles - heavy duty/commercial (plastic)	---	90-100
Floor tiles - heavy duty/commercial (rubber)	90-100	---
Flowable fill (containing coal fly ash and/or ferrous foundry sands)	6-95	---
Insulation materials	5-75 depending on type; select highest recovered materials content	---
Laminated paperboards	100	---
Modular threshold ramps		
Aluminum	---	10
Rubber	100	---
Steel	16-67	25-100
Non-pressure pipe (concrete)		
Cenospheres	---	>10
Coal fly ash	---	0-40
Ground granulated blast furnace slag	---	25-50
Silica fume	---	5-10
Non-pressure pipe (HDPE)	100	---
Non-pressure pipe (PVC)	5-15	25-100

Non-pressure pipe (steel)		
Basic Oxygen Furnace (BOF)	16	25-30
Electric Arc Furnace (EAF)	67	100
Patio blocks (plastic or plastic blends)	---	90-100
Patio blocks (rubber or rubber blends)	90-100	---
Railroad grade crossing surfaces (concrete coal)	---	15-20
Railroad grade crossing surfaces (plastic)	85-95	100
Railroad grade crossing surfaces (rubber)	---	85-95
Railroad grade crossing surfaces (steel)		
Basic Oxygen Furnace (BOF)	16	25-30
Electric Arc Furnace (EAF)	67	100
Railroad grade crossing surfaces (wood)	90-97	90-97
Reprocessed and consolidated latex paint (gray, brown, earth tones, and other dark colors)	50-99	---
Reprocessed and consolidated latex paint (white, off-white, and pastel colors)	20	---
Roofing material (aluminum)	20-95	20-95
Roofing material (concrete)		
Cenospheres	---	>10
Coal fly ash	---	0-40
Ground granulated blast furnace slag	---	25-50
Silica fume	---	5-10
Roofing material (fiber (felt) or fiber composite)	50-100	50-100
Roofing material (plastic or plastic/rubber composite)	100	---
Roofing material (rubber)	12-100	100
Roofing material (steel)		
Basic Oxygen Furnace (BOF)	16	25-30
Electric Arc Furnace (EAF)	67	100
Roofing material (wood/plastic)	---	100
Shower and restroom dividers/partitions (plastic)	20-100	20-100
Shower and restroom dividers/partitions (steel)		
Basic Oxygen Furnace (BOF)	16	25-30
Electric Arc Furnace (EAF)	67	100
Structural fiberboard	---	80-100
LANDSCAPING PRODUCTS		
Hose garden (rubber and/or plastic)	60-65	---
Hose soaker (rubber and/or plastic)	60-70	---
Lawn and garden edging	30-100	30-100
Paper-based hydraulic mulch	100 postconsumer recovered paper	
Plastic lumber landscaping timbers and posts (HDPE*)	25-100	75-100
Plastic lumber landscaping timbers and posts (HDPE*/fiberglass)	75	95
Plastic lumber landscaping timbers and posts (Mixed plastics/sawdust)	50	100

Plastic lumber landscaping timbers and posts (other mixed resins)	50-100	95-100
Wood-based hydraulic mulch	---	100 post consumer recovered paper
NONPAPER OFFICE PRODUCTS		
Office furniture (fabric- PET)	100	---
Office furniture (particle/fiberboard component- agricultural fiber)	---	100
Office furniture (particle/fiberboard component- wood or wood composite)	>0	80-100
Office furniture (plastic furniture component- HDPE)	70-75	95
Office furniture (remanufactured or refurbished furniture)	25-75	25-75
Office furniture (structure- aluminum)	---	75-100
Office furniture (structure- steel)	16	25-30
Office recycling containers and office waste receptacles (paper)	refer to the paper product recommendations in the "paper and paper products" section of the RMAN for specific material requirements	
Office recycling containers and office waste receptacles (plastic)	20-100	---
Office recycling containers and office waste receptacles (steel)	16	25-30
Plastic clip portfolios (HDPE*)	90	---
Plastic clipboards (HDPE*)	90	---
Plastic clipboards (misc. plastics)	15	15-80
Plastic clipboards (PS)	50	---
Plastic desktop accessories (polystyrene)	25-80	---
Plastic envelopes	25	25-35
Plastic file folder (HDPE*)	90	---
Plastic presentation folders (HDPE*)	90	---
Plastic trash bags	10-100	---
Plastic-covered binders	---	25-50
Solid plastic binders (HDPE*)	90	---
Solid plastic binders (misc. plastics)	80	---
Solid plastic binders (PE)	30-50	30-50
Solid plastic binders (PET*)	100	---
MISCELLANEOUS PRODUCTS		
Awards and plaques (glass)	75-100	100
Awards and plaques (paper)	40-100	40-100
Awards and plaques (plastic and plastic/wood composite)	50-100	95-100
Awards and plaques (wood)	---	100
Bicycle racks (HDPE)	100	---
Bicycle racks (Steel)	16	25-30
Blasting grit (bottom ash)	---	100
Blasting grit (coal slag)	---	100
Blasting grit (copper and nickel slag)	---	100
Blasting grit (fused alumina oxide)	100	---
Blasting grit (glass)	100	---
Blasting grit (glass/plastic)	20	100
Blasting grit (steel)	16-67	25-100
Blasting grit (walnut shells)	---	100

Industrial drums (fiber)	100	---
Industrial drums (HDPE*)	30-100	30-100
Industrial drums (steel)	16	25-30
Mats (plastic)	10-100	100
Mats (rubber)	75-100	85-100
Mats (rubber/plastic composite)	100	---
Paperboard pallets	50	---
Plastic pallets (plastic lumber)	100	---
Plastic pallets (thermoformed)	25-50	---
Signage (aluminum signs)	25	---
Signage (plastic sign posts/supports)	80-100	80-100
Signage (plastic signs)	80-100	80-100
Signage (steel sign posts/supports)		
Basic Oxygen Furnace (BOF)	16	25-30
Electric Arc Furnace (EAF)	67	100
Sorbents used in oil and solvent cleanup and animal bedding (other organics/ multi-materials)	---	100
Sorbents used in oil and solvent cleanup and animal bedding (paper)	90-100	100
Sorbents used in oil and solvent cleanup and animal bedding (plastics)	---	25-100
Sorbents used in oil and solvent cleanup and animal bedding (textiles)	95-100	95-100
Sorbents used in oil and solvent cleanup and animal bedding (wood)	---	100
Strapping and stretch wrap (polyester)	50-85	50-85
Strapping and stretch wrap (polypropylene)	---	10-40
Strapping and stretch wrap (steel)		
Basic Oxygen Furnace (BOF)	16	25-30
Electric Arc Furnace (EAF)	67	100
Wooden pallets	95-100	---

*EPA = Environmental Protection Agency; PVC = Polyvinyl chloride; LDPE = Linear low density polyethylene; HDPE = High density polyethylene; PET = Polyethylene Terephthalate; GGBF = Ground granulated blast furnace.

Aberdeen Proving Ground Affirmative Procurement Exemption Statement

NOTE: This information must be provided for all purchases of Buy Recycled items where the required recycled content was not obtained.

Requisition/Purchase Order Number:

Product Category:

☐ Construction ☐ Landscaping ☐ Nonpaper office ☐ Paper & Paper Products
☐ Park and Recreation ☐ Transportation ☐ Vehicular ☐ Miscellaneous

Item Name:

Stock number:

Quantity:

Vendor:

Product function:

Item with recovered content was not procured because (select all that apply):

- ☐ Item is not available competitively within a reasonable period of time
☐ Item is not available at a reasonable price
☐ Item is not available within the performance requirements

Written justification and supporting documentation for not procuring item with recovered content
(furnish succinct details regarding the unavailability, untimely availability, unacceptable performance, or unreasonable price justifying purchase of a product without the EPA-recommended recovered material content):

Name of person preparing justification:

Title of person preparing justification:

Organization:

Building:

Phone number:

Email address:

Signature of person preparing justification:

Date:

Signature of Approving Official:

Date:

Name of Approving Official:

Title:

Aberdeen Proving Ground Environmentally Preferable Product Exemption Statement

NOTE: If an environmentally preferable substitute is not selected, this information must be provided.

Requisition/Purchase Order Number:

Item Name:

Stock number: Quantity:

Vendor: Product function:

Item with recovered content was not procured because (select all that apply):
☐ Item is not available competitively within a reasonable period of time
☐ Item is not available at a reasonable price
☐ Item is not available within the performance requirements

Provide written justification and supporting documentation for not procuring item that is not environmentally preferable (furnish succinct details regarding the unavailability, untimely availability, unacceptable performance, or unreasonable price justifying purchase of the selected product.):

Name of person preparing justification:

Title of person preparing justification:

Organization: Building:

Phone number: Email address:

Signature of person preparing justification: Date:

Signature of Approving Official: Date:

Name of Approving Official: Title:

Procedures for Justifying Exemptions from the Green Procurement Policy

1. A product or service is exempt from this policy only if it does not meet time, cost, performance, or availability requirements. The following are requirement criteria:

a. Time - Evidence must be submitted stating that the environmentally preferable product or service is not available before the required date of use.

b. Cost - Evidence must be submitted stating that the environmentally preferable product or service costs 15% or more than the non-preferable product or service. The product's life-cycle costs (product manufacture, transportation, use, disposal) must be used to determine overall cost. The evidence must include cost comparisons from at least three sources.

c. Performance - Detailed documentation of why the environmentally preferable product does not meet performance requirements must be submitted.

d. Availability - Detailed documentation of availability limitations must be submitted.

2. If an environmentally preferable product or service meets one of the above exemptions, a justification statement must be completed.

3. The justification statement shall state the name of the product or service being purchased, the stock number, the vendor, the function of the product or service, the exemption that applies to the product or service, and the data that support the exemption. In addition, the purchaser's name, telephone number, mailing address, and e-mail address must be included.

4. A purchaser from the Garrison shall submit two copies of the justification by e-mail to the Directorate of Safety, Health and Environment (DSHE) (bob.solyan@apg.army.mil and maia.kaiser@apg.army.mil).

5. A purchaser from a tenant activity shall submit one copy of the justification to the activity environmental coordinator (AEC).

6. Once submitted, a justification shall be reviewed by DSHE or the AEC within three working days. Upon completion of review, the purchaser shall either be notified of justification approval or be asked to furnish additional information justifying the product or service exemption.